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ABSTRACT

The publication contains organizational information relating to Education International (EI). Included are lists of the EI Executive Board, EI Headquarters staff, and EI Regional Officers; for Constitution and By-Laws of EI; By-Laws for four of EI's five official regions--Africa, Asia, Europe, and Latin America (North American and the Caribbean is not included); a country list by region; and a list of EI member organizations by country. (ND)

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EI Handbook

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Second Edition
October 1995

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Constitution of Education International

(revised July 1995)

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CONSTITUTION OF EDUCATION INTERNATIONAL

Article 1. NAME

The organisation shall be named:

(a) Education International (EI)
(b) Internationale de l'Education (IE)
(c) Internacional de la Educación (IE)
(d) Bildungsinternationale (BI)

Article 2. AIMS

The aims of the Education International shall be:

(a) to further the cause of organisations of teachers and education employees, to promote the status, interests and welfare of their members, and to defend their trade union and professional rights;

(b) to promote for all peoples and in all nations peace, democracy, social justice and equality; to promote the application of the Universal Declaration on Human Rights through the development of education and of the collective strength of teachers and education employees;

(c) to seek and maintain recognition of the trade union rights of workers in general and of teachers and education employees in particular; to promote the International Labour Standards, including freedom of association and the right to organize, to bargain collectively and to undertake industrial action, including strike action if necessary;

(d) to enhance the conditions of work and terms of employment of teachers and education employees, and to promote their professional status in general, through support for member organisations and representation of their interests before the

United Nations, its specialized agencies and other appropriate and relevant intergovernmental organisations.

(e) to support and promote the professional freedoms of teachers and education employees and the right of their organisations to participate in the formulation and implementation of educational policies;

(f) to promote the right to education for all persons in the world, without discrimination, and to this end:

(i) to pursue the establishment and protection of open, publicly funded and controlled educational systems, and academic and cultural institutions, aimed at the democratic, social, cultural and economic development of society and the preparation of every citizen for active and responsible participation in society;

(ii) to promote the political, social and economic conditions that are required for the realisation of the right to education in all nations, for the achievement of equal educational opportunities for all, for the expansion of public educational services and for the improvement of their quality;

(g) to foster a concept of education directed towards international understanding and good will, the safeguarding of peace and freedom, and respect for human dignity;

(h) to combat all forms of racism and of bias or discrimination in education and society due to gender, marital status, sexual orientation, age, religion, political opinion, social or economic status or national or ethnic origin;

(i) to give particular attention to developing the leadership role and involvement of women in society, in the teaching profession and in organisations of teachers and education employees;

(j) to build solidarity and mutual cooperation among member organisations;

(k) to encourage through their organisations closer relationships among teachers and education employees in all countries and at all levels of education;

(l) to promote and to assist in the development of independent and democratic organisations of teachers and education employees, particularly in those countries where political, social, economic or other conditions impede the application of their human and trade union rights, the advancement of their terms and working conditions and the improvement of educational services;

(m) to promote unity among all independent and democratic trade unions both within the educational sector and with other sectors; and thereby contribute to the further development of the international trade union movement.

Article 3. GENERAL PRINCIPLES

(a) The Education International shall be guided by the ideals of democracy, human rights and social justice.

(b) The Education International shall be independent of every government. It shall be self-governing and not subject to control by any political party or ideological or religious grouping.

(c) The Education International shall be associated with the International Confederation of Free Trade Unions (ICFTU) and work very closely with the International Trade Secretariats, in accordance with the Milan Agreement which guarantees that the Education International shall be autonomous and thus that the ICFTU cannot interfere in its internal affairs. Furthermore:

(i) any change in this relationship shall be subject to ratification by the Education International's World Congress;

(ii) affiliation of member organisations with national trade union centres is a matter to be determined solely by those member organisations.

(d) The Education International shall not interfere in the internal affairs of member organisations. It shall respect internal freedom and diversity of expression in accordance with the principles of the constitution.

Article 4. MEMBERSHIP

(a) The Education International shall be composed of organisations of teachers and education and research employees upholding the principles of independent trade unionism and aspiring to enhance democracy, human rights and social justice in their respective nations, to improve the living and working conditions of their members and to advance education through trade union action.

(b) Any national organisation composed predominantly of teachers and education employees[1] shall have the right to apply for membership and shall be admitted as a member of the Education International by the Executive Board, provided that the applicant:

(i) subscribes to the aims and principles as described in Article 2 and 3 - and is thereby actively engaged in promoting the overall professional and trade union interests of its members;

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[1] **Definition of scope of membership**: References throughout this constitution to teachers and educational employees should be interpreted in the broadest sense, since member organisations may also include, for example, employees engaged in research or in cultural or youth services.

(ii) pledges to fulfil the obligations of membership as described in Article 6;

(iii) is, to the extent possible, national in character and scope and representative of teachers and/or other education employees in its country. The term country is defined according to membership in the United Nations. Nevertheless applications may also be considered from organisations at the regional level in a country where there is no national member.

Exceptions to this provision may be made by a two-thirds majority of those present and voting at the Executive Board.

(iv) practices internal democracy in the designation of its leadership, in the determination of its goals, policies and activities and in the management and administration of all of its affairs;

(v) is self-governing and not under the control of any political party, government and ideological or religious grouping;

(vi) is not affiliated to or formally associated with other international teacher's trade union bodies or with their regional structures. This restriction does not apply in the case of affiliation to autonomous regional bodies.

(vii) is not part of an organisation already in membership, such that acceptance of the application would create double affiliation.

(c) If an application is received from an organisation operating in a country in which the Education International already has a member organisation, the Executive Board will consult with the member organisation(s) concerned before making its decision. In the event that the decision of the Executive Board on a

membership application is contested, an appeal may be made to the World Congress in accordance with the By-laws. The decision of the World Congress shall be final.

(d) Only applications duly authorised by the applicant's governing body shall be taken into consideration by the Executive Board.

Article 5. COMMITTEE OF EXPERTS ON MEMBERSHIP

(a) A Committee of Experts shall be established to report to the Executive Board on the application of membership criteria in cases where the Executive Board considers further inquiry to be necessary in order to reach a decision, or in cases where charges are brought against a member organisation.

(b) Procedures for the establishment and operation of the Committee of Experts shall be determined in the By-laws.

Article 6. RIGHTS AND OBLIGATIONS

(a) Every member organisation shall have the same constitutional rights and shall be bound by the same constitutional responsibilities, including the payment of membership fees as provided under Article 19.

(b) From the date of admission to the Education International every member organisation shall accept the following obligations:

(i) to promote their members' awareness of the aims and work of the Education International;

(ii) to promote the interests of the Education International;

(iii) to inform the Education International about all major actions taken in pursuance of the Education International's aims;

(iv) to keep the Education International informed about national activities;

Article 7. SUSPENSION OR TERMINATION OF MEMBERSHIP

(a) In the event that it is charged that a member organisation violates or ceases to fulfill the requirements of the constitution, on the basis of a complaint lodged by the governing body of another member organisation, the Executive Board shall refer the matter to the Committee of Experts established under the provisions of Article 5. The Executive Board may also initiate a referral to the Committee of Experts. The following requirements shall be met:

(i) The Committee of Experts shall enquire into the charges and conduct a due hearing before presenting its finding to the Executive Board.

(ii) The organisation whose membership status is under review by the Committee of Experts, shall be given due notice, a copy of the charges, the right to respond to the charges, and a copy of the finding of the Committee of Experts.

(iii) The finding of the Committee of Experts shall be communicated to the Executive Board for action as specified in the By-laws.

(iv) A two thirds majority of those who are both present and voting at a quorate session shall be required for the Executive Board to exclude an organisation from membership.

(v) The member organisation concerned shall be informed of the decision of the Executive Board and of the reasons justifying that decision.

(b) Any organisation which is more than twelve (12) months in

arrears of the payment of its membership dues, without the approval of the Executive Board, shall be excluded from membership.

(c) Any member that has been suspended or excluded by the Executive Board other than for being in arrears of the payment of membership dues, shall have the right of appeal to the World Congress under conditions to be specified in the By-laws.

(d) An organisation which seeks to withdraw from membership in the Education International shall provide notification of such intent six months in advance. Financial obligations to the Education International shall not expire until the end of the six month period.

(e) Only notifications of withdrawal duly authorised by the member's governing body shall be taken into consideration by the Executive Board.

Article 8. ORGANISATION

The organisation of the Education International shall be:

(a) Governing Bodies

  (i) World Congress; and

  (ii) Executive Board;

(b) Committee of Experts on Membership

(c) Regional Structures

(d) Standing Committees

  (i) Sectoral

(ii) Status of Women

(iii) Finance

(iv) Constitution and By-laws

(e) Other Committees

(f) The Secretariat.

Article 9. WORLD CONGRESS

(a) The World Congress shall be the supreme authority of the Education International.

(b) An ordinary session of the Congress shall:

(i) adopt its rules of procedure and agenda;

(ii) elect the President, Vice Presidents, General Secretary and other members of the Executive Board;

(iii) appoint the auditors;

(iv) determine the policies, principles of action and programme of the Education International;

(v) consider the activity report of the General Secretary;

(vi) consider the audited financial report, adopt the general budget, and determine the membership fees.

(c) The Congress shall have the authority to amend the Constitution by a two-thirds majority vote or the By-laws by a majority vote and to take final decisions in case of appeals concerning applications for membership, the suspension or expulsion of member organisations or the removal of members of the Executive Board.

(d) The Congress shall be composed of delegates representing member organisations and of the Executive Board.

(e) Each member organisation shall be entitled to one delegate; additional delegates shall be allocated to each member organisation whose membership fees have been paid in full prior to the World Congress in accordance with the following scale: up to10,000 members 1 delegate;and more than 10,000 members, 1 additional delegate for every 10,000 members or a part thereof with a maximum of 50 delegates for any one organisation.

(f) Votes shall be allocated to each member organisation whose membership fees have been paid in full prior to the World Congress in accordance with the following scale: up to 5,000 members1 vote; and more than 5,000 members, 1 additional vote for every 5,000 members or a part thereof.

(g) A fully paid up organisation may vote by proxy provided it has given advance notice in writing to the General Secretary.

(h) Member organisations shall receive provisional notification by the General Secretary of the number of delegates and votes to be allocated to them. A Credentials Committee to be appointed by the Executive Board shall verify and determine the allocation of delegate credentials and voting rights for each member organisation. No roll-call voting or election shall take place until the World Congress has adopted the report of the Credentials Committee.

(i) The venue, date and provisional agenda of the Ordinary Congress shall be determined by the Executive Board, taking into account the recommendations made by the preceding Congress, and by the Regional Committees. Notification of the convening of the Ordinary Congress shall be given at least nine (9) months prior to the scheduled date.

(j) The Congress shall meet in ordinary session at least every three years.

(k) An Extraordinary Congress may be convened on the authority of the Executive Board (by a two-thirds majority vote) or shall be convened at the formal and properly substantiated request of at least twenty five (25) member organisations together representing at least one quarter of the paid membership.

Article 10. EXECUTIVE BOARD

(a) The Executive Board shall direct the affairs and activities of the Education International between World Congresses in conformity with the resolutions and decisions of the latter.

(b) The Executive Board shall:

(i) draft the agenda for the World Congress;

(ii) review implementation of the resolutions and decisions of the World Congress;

(iii) initiate policies and actions in accordance with the resolutions and decisions of the World Congress and with the aims and principles of the Education International;

(iv) review and approve financial statements, establish annual budgets, and submit a general budget to the World Congress;

(v) consider applications for membership, in accordance with Articles 4 and 5;

(vi) consider suspensions or exclusions of member organisations, in accordance with Article 7;

(vii) determine standards, in accordance with recognised trade union practice, and procedures regarding the appointment, suspension, salary and conditions of employment of staff;

(viii) determine the salary and conditions of employment of the General Secretary;

(ix) submit to the World Congress a report on its decisions and activities.

(c) The Executive Board shall be composed of twenty three (23) members, including:

(i) the President and four (4) Vice-Presidents;

(ii) a General Secretary;

(iii) ten (10) members, two from each region, and

(iv) seven (7) members;

at least two of the Vice-Presidents and at least one member from each region shall be women.

(d) The term of office of each member of the Executive Board shall expire

(i) at the end of each ordinary session of the World Congress. Each member of the Executive Board shall be eligible for reelection for two additional terms in the same position, except that there shall be no limitation on the number of terms which may be served by the General Secretary;

(ii) at such time as an organisation to which the member belongs is no longer a member of the Education International.

(e) A person holding a position outside the Education International or its member organisations which would be in conflict with his/her independent responsibility to the Education International cannot be a member of the Executive Board.

(f) The Executive Board may remove a member from office under the following conditions:

(i) an objection raised by a member organisation in writing to the continuance in office of a member of the Executive Board who at the time of his or her election was a member or officer of that member organisation;

(ii) cessation of eligibility for membership of the Executive Board under article 10(e).

(iii) grave misconduct or dereliction of duty.

(g) An Executive Board member whose removal from office is under consideration shall have the right to be informed in writing of the objections raised and to respond before a meeting of the Executive Board. In the event of removal, the member concerned shall have the right of appeal to the World Congress.

(h) In the event of a vacancy the Executive Board may appoint a replacement. If the vacancy occurs:

(i) in the position of President, a Vice-President shall be appointed as President until the next Congress;

(ii) in the position of Vice-President, a member of the Executive Board shall be appointed until the next Congress;

(iii) in the position of General Secretary, a replacement shall be appointed until the next Congress.

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For other vacancies, the Executive Board shall seek a nomination, to which it shall give strong consideration, from the national organisation of the member being replaced.

(i) The Executive Board shall meet in ordinary session at least once a year.

(j) An extraordinary session of the Executive Board may be convened on the authority of the President or General Secretary and shall be convened at the formal and properly substantiated request of a two-thirds majority of members of the Board from organisations together representing at least one quarter of the paid membership.

Article 11. FUNCTIONS OF PRESIDENT, VICE-PRESIDENTS AND GENERAL SECRETARY

(a) The President shall be the principal representative of the organisation; he/she, or in his/her absence, one of the Vice-Presidents shall:

(i) chair the World Congress;

(ii) chair the meetings of the Executive Board;

(iii) represent the Education International, in consultation with the General Secretary.

(b) The General Secretary shall be the Principal Executive Officer of the organisation; he/she shall:

(i) maintain liaison with member organisations, Regional Structures, Sectoral and other Standing Committees, and other bodies within the Education International; with the International Confederation of Free Trade Unions (ICFTU), the International Trade Secretariats and other non-governmental organisations; and with inter-governmental bodies;

(ii) convene and prepare meetings of the Executive Board and of the World Congress in accordance with decisions of the Executive Board;

(iii) keep a record of the proceedings of the Congress and of the Executive Board;

(iv) implement the decisions of the World Congress and the Executive Board;

(v) submit activity reports to the Executive Board and to the World Congress each time they meet;

(vi) conduct the affairs of the Education International between meetings of the Executive Board, in accordance with the decisions taken by the Executive Board and the World Congress.

(vii) be responsible to the Executive Board and the World Congress for the work of the Secretariat and for all staffing matters;

(c) The President, Vice-Presidents and General Secretary shall meet at least once between Executive Board meetings.

Article 12. SECRETARIAT

(a) The General Secretary shall be assisted by a secretariat staff to fulfil the tasks mentioned in Article 11(b).

(b) The secretariat staff shall include at least one Deputy General Secretary to be appointed by the Executive Board in consultation with the General Secretary.

(c) The standards and procedures regarding the appointment, suspension, salaries and conditions of employment of staff members shall be determined by the Executive Board.

(d) The appointment, suspension, salaries and conditions of employment of staff members, with the exception of the appointment of a Deputy General Secretary, shall be attended to by the General Secretary in accordance with standards and procedures set out by the Executive Board.

(e) In the event of suspension by the General Secretary, the individual suspended shall have the right of appeal to the next meeting of the Executive Board, or, with the approval of the suspended employee, through an alternative procedure to be established by the Executive Board.

Article 13. REGIONAL STRUCTURES

(a) The Education International shall establish five (5) regions:

(i) Africa;

(ii) North America and the Caribbean;

(iii) Asia and the Pacific;

(iv) Europe; and

(v) Latin America

(b) The definition of regions and the allocations of countries to them shall be established in the by-laws.

(c) A regional structure may be established to:

(i) advise the Executive Board on policies and activities to be undertaken by the Education International in the concerned region;

(ii) develop and promote policies in relation to any regional intergovernmental body and represent member organisations at that body.

(d) A Regional Structure shall be governed according to By-Laws approved by the Executive Board. Reports of such a Regional Structure shall be submitted to the Executive Board.

Article 14. SECTORAL STANDING COMMITTEES

(a) Sectoral Standing Committees shall be established for:

(i) preschool and primary education;

(ii) secondary education;

(iii) further and higher education; and

(iv) vocational education and training,

to advise the Executive Board on educational and professional issues in and between the various sectors of education, on policies and activities to be undertaken in specific areas of interest.

(b) The members of the Sectoral Standing Committees shall be appointed by the Executive Board on the basis of recommendations from member organisations. The Executive Board may appoint other persons with particular expertise. The Executive Board shall determine the purposes and procedures of Sectoral Standing Committees.

Article 15. STATUS OF WOMEN COMMITTEE

(a) A Status of Women Committee shall be established to recommend policies and activities to be undertaken by the Education International to promote equality of women and girls in society, in education and in the trade union movement.

(b) The Status of Women Committee shall be composed by the Executive Board from among its members, and/or on the basis of recommendations from member organisations, and/or

by the appointment of other persons with particular expertise. The Executive Board shall determine its purposes and procedures.

Article 16. CONSTITUTION AND BY-LAWS COMMITTEE

(a) The Executive Board shall establish a Constitution and By-laws Committee to:

(i) review all proposals to amend the Constitution and By-laws and advise the Executive Board accordingly;

(ii) provide advice on constitutional matters referred to it by the Executive Board.

(b) The Constitution and By-laws Committee shall be composed of members of the Executive Board. The Chairperson shall be appointed by the Board.

Article 17. FINANCE COMMITTEE

(a) The Executive Board shall establish a Finance Committee to supervise the management of the financial affairs of the Education International and to report accordingly to the Executive Board and the World Congress.

(b) The Finance Committee shall be composed of members of the Executive Board and shall meet at least once a year. The Chairperson shall be appointed by the Board.

(c) The Chairperson of the Finance Committee shall present financial reports to the Executive Board and on its behalf to the World Congress.

Article 18. FINANCES

(a) The General Secretary shall be entrusted with the management of income and expenditures. Expenditures shall

be governed by Financial Regulations within the framework of the annual budget, drafted by the Finance Committee upon the basis of proposals submitted by the General Secretary. This budget shall be submitted to the Executive Board for its endorsement.

(b) The accounts of Education International shall be closed on December 31 of each year, and shall be audited by a qualified accountant registered according to international standards. The financial and auditors' reports shall be presented to the annual meeting of the Executive Board, and the auditors' reports shall be presented to the Congress.

(c) Only Education International tangible properties shall be considered as security for financial liabilities. Elected members of the Education International shall not be held legally responsible for such liabilities.

(d) The financial year shall be the calendar year.

Article 19. MEMBERSHIP DUES

(a) Dues to be paid by the member organisations shall be determined by the World Congress on a per capita basis according to a scale which allows for the different economic circumstances of countries. Specifications shall be given in the By-laws.

(b) Membership fees shall be paid before June 30 of each year, and shall be computed on the membership reported as of December 31 of the preceding year.

(c) If a member organisation is unable to fulfil its financial obligations, owing to extraordinary circumstances, the Executive Board shall have the authority to grant a delay, a temporary reduction or, in extreme cases, a temporary exemption from the payment of such fees. Such special agreements must be established in writing, and shall be

limited to a maximum of two years, extension being subject to review by the Executive Board.

Article 20. SOLIDARITY FUND

(a) The Education International shall establish a Solidarity Fund.

(b) The Education International shall regularly invite member organisations to contribute on a voluntary basis to the Solidarity Fund.

(c) Rules governing the Solidarity Fund shall be given in the By-laws.

Article 21. OFFICIAL LANGUAGES

The official languages of the Education International shall be English, French, German and Spanish.

Article 22. HEADQUARTERS AND OTHER OFFICES

(a) The location of the headquarters office of the Education International shall be Brussels.

(b) The Education International shall be incorporated under the laws of the country in which the Headquarters office is located.

(c) The location of other offices shall be determined by the Executive Board upon the recommendation of the General Secretary.

Article 23. BY-LAWS AND RULES OF PROCEDURE

By-laws and rules of procedure shall be appended to this constitution in order to regulate such matters as elections, conduct of the Congress and Executive Board meetings, and other matters referred to it by the Constitution.

Article 24. INTERPRETATION

In the event of question or doubt as to the interpretation of the provisions of the Constitution or By-laws, the English text shall be considered as original and authentic. The interpretation of the Constitution and By-laws is within the purview of the Executive Board.

Article 25. AMENDMENTS TO THE CONSTITUTION

(a) Notices of motion to amend the Constitution must be submitted in writing to the General Secretary not less than six (6) months before the opening date of the Congress. They shall be circulated to all member organisations at least three (3) months prior to the opening of the Congress together with any comments which the Executive Board may wish to communicate to members.

(b) A proposed amendment to the constitution shall be declared adopted if supported by not less than two-thirds of the total votes cast.

Article 26. DISSOLUTION

(a) The World Congress shall be the only body authorised to decide upon the dissolution of the Education International, provided that a proposal to that effect has been placed on the Congress agenda, and provided that at least six months notice has been given to a specific motion to this effect.

(b) A resolution calling for dissolution shall be implemented, provided that it has secured at least a two third majority of the votes cast. It shall be binding upon the World Congress to make specific provision for the discharge of any financial obligations of the Education International, including obligations to its staff and for the disposal of its assets.

Article 27. TRANSITION

The provisions contained in the document entitled "Transitional Arrangements" shall have constitutional force so long as those provisions are applicable.

By-Laws of Education International

(revised July 1995)

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BY-LAWS OF EDUCATION INTERNATIONAL

SECTION I - MEMBERSHIP

1. MEMBERSHIP APPLICATIONS

(a) An application for membership, duly authorised by the applicant's governing body (ref. Article 4d of the Constitution) shall be lodged with the General Secreary and shall include a completed application form, a statement that it will subscribe to the aims and principles of the Education International and a copy of the Constitution of the applicant organisation.

(b) Applications shall be considered by the Executive Board at the first meeting following receipt. At this meeting the General Secretary shall inform the Executive Board about the results of the consultations with any member organisations in the country of the applicant organisation.

(c) Notice shall be sent to the applicant organisation and any member organisation in the same country within fifteen days of the decision of the Executive Board. An appeal to the World Congress may be filed by:

(i) a member organisation in the same country contesting a decision to admit;

(ii) an organisation whose application for membership has been denied.

Any appeal must be filed in writing to the General Secretary not more than 120 days after the decision of the Executive Board. The decision of the World Congress shall be final.

(d) Where a membership matter is referred to the Committee of Experts by the Executive Board the appeal procedures shall be as specified in 2 (j).

2. COMMITTEE OF EXPERTS ON MEMBERSHIP

(a) The Committee of Experts shall be composed of a minimum of five and a maximum of seven members to be appointed by the Executive Board . One of the members of the Committee shall be designated by the Executive Board as the Committee's Chairperson. In agreement with the Chairperson, the General Secretary, who shall serve as the Committee's Administrative Secretary and provide all administrative services needed for the accomplishment of the Committee's tasks, shall convene and prepare Committee meetings.

(b) Members of the Committee shall be selected according to their experience and expertise related to teachers' organisations and the trade union movement in general. They shall not be members of the Executive Board, of governing bodies of member organisations, or hold other positions in organisations which may create conflicts of interests affecting the impartiality of judgements.

(c) Each member of the Committee shall be appointed for a single six year term. Appointments shall be made at intervals of three years with no more than half plus one of the members being appointed at any one time. In case of misconduct or dereliction of duty, the Executive Board may remove a Committee member from office.

(d) In the event of a vacancy occurring on the Committee of Experts, a replacement shall be appointed by the Executive Board for the remainder of the term of the member whose place becomes vacant.

(e) The Committee shall only examine cases referred to it by the Executive Board regarding:

(i) applications for membership in respect of which the Board considers that conformity with the membership criteria is not evident;

(ii) member organisations which have been charged by another member organisation or by the Board with failure to conform to the membership criteria.

(f) When a case is referred to the Committee the Chairperson may designate one or more members to conduct an enquiry. The organisation concerned shall be notified that enquiry has been opened. The enquiry must respect rules of due process, including the right of the organisation concerned to a hearing and to present documentation. The enquiry shall be completed according to a time-scale pre-determined by the Committee. The report resulting from this enquiry must be considered by the Committee as a whole, which is required to make a finding as to whether the member or applicant organisation is in conformity with the membership criteria of the Education International;

(g) If the Committee of Experts finds conformity with the criteria:

(i) in the case of a member organisation of the Education International, it shall be proposed that the Executive Board confirm its membership status;

(ii) in the case of an applicant organisation, the Executive Board shall be notified that there is no statutory obstacle to admission.

(h) If the Committee of Experts finds non-conformity with the criteria, unless the Executive Board determines that the procedures followed by the Committee of Experts were not impartial, or that due process was not respected:

(i) in the case of a member organisation of the Education International, the organisation shall be suspended for a period of three years, unless the Executive Board

- by majority vote, provides for a shorter period of suspension;

- by two thirds majority, votes to exclude the organisation from membership.
  At the end of the period of suspension the question of whether the organisation is in conformity or non-conformity with the membership criteria shall be re-examined by the Committee of Experts.

(ii) in the case of an applicant organisation, the application shall be rejected. The Executive Board may offer to assist such organisation to meet the membership criteria.

(i) The Committee shall present its finding to the Executive Board, together with a written report describing its enquiry and showing, in the event that the Committee's conclusions are not unanimous, details of its votes on the finding.

(j) The member or applicant organisation concerned shall be informed of the Committee's finding. The organisation has the right to lodge an objection to the Executive Board if it considers that the enquiry was not impartial or that due process was not followed. If such an objection is lodged, the Executive Board must satisfy itself that the Committee's finding was arrived at in an impartial manner and with respect for due process. If the Board is not so satisfied, it shall refer the case back to the Committee for a new enquiry.

(k) Notice shall be sent to any member or applicant organisation which has been a party to a case shall be informed within fifteen days of the decision. Appeals to the World Congress concerning cases considered by the Executive Board on the

basis of a finding by the Committee of Experts may be filed only by:

(i) an organisation which has been suspended or excluded from membership;

(ii) a member organisation which has been party to a case before the Committee of Experts involving another member organisation;

(iii) an organisation whose application for membership has been denied because of a finding of the Committee of Experts.

In these cases any appeal must be filed in writing to the General Secretary not more than 120 days after the decision of the Executive Board and must be based upon the proposition that the procedures followed by the Committee of Experts and the Executive Board were not impartial or that due process was not respected. The decision of the World Congress shall be final.

(l) The Executive Board shall make the budgetary allocation necessary to cover the Committee's expenses.

SECTION II - CONGRESS

3. DELEGATES

(a) At least six months prior to the opening of the Congress member organisations shall be sent provisional notification by the General Secretary of the number of delegates and votes to be allocated to them.

(b) Member organisations entitled to send delegates to the Congress shall, three months prior to the opening of the Congress, furnish the General Secretary with the names of such delegates. One month prior to the opening of the

Congress the General Secretary shall issue to each delegate a credential certifying that he/she has been named as a delegate by a member organisation.

(c) A delegate who is unable to attend the Congress may be replaced by a substitute from the organisation concerned provided that written notice of such substitution signed by an authorized officer of the organisation concerned is received by the General Secretary.

(d) In order for the Congress to open at least one third of the member organisations having at least 50% of the total voting entitlement must be registered. A majority of the registered delegates shall constitute a quorum.

4. OBSERVERS AND GUESTS

(a) At the discretion of the Executive Board organizations and individuals may be invited to attend the Congress as guests.

(b) A member organisation may designate a reasonable number of observers from among its membership or staff.

(c) Observers and guests may address the Congress if invited to do so by the Chair.

5. PLENARY SESSIONS

The Plenary Sessions shall be public except when the Congress decides to declare a closed session at which time only delegates and observers shall be present.

6. CHAIR

The President shall preside over the Congress. In his/her absence, a Vice-President shall preside, preference being given to the Vice-President with longest service in this office. If neither the President nor a Vice-President is available the

meeting shall elect a chairperson from among the members of the Executive Board.

7. COMMITTEES OF THE CONGRESS

(a) Credentials Committee

In accordance with Article 9(h) of the Constitution, the Executive Board shall appoint a Credentials Committee which shall be composed of at least three members. The Committee shall:

(i) verify and determine the allocation of delegate credentials;

(ii) verify and determine the voting rights for each member organisation;

(iii) submit a report to the Congress during the first business session.

Pending the adoption of the Committee's report by the Congress, any delegate whose credentials are challenged shall enjoy full rights as a delegate.

(b) Elections Committee

The Congress shall elect an Elections Committee which shall be composed of at least five members and shall include delegates from all regions. The Committee shall:

(i) ensure that elections are conducted fairly and in accordance with the Constitution and with By-law 13;

(ii) report the results of each election to the Congress.

(c) Resolutions Committee

The Congress shall elect a Resolutions Committee. The Committee shall be composed of a Chairperson and fifteen members and shall include delegates from all regions.

The Committee shall:

(i) consider all resolutions and amendments to resolutions submitted to the Congress;

(ii) prepare and present to the Congress recommendations regarding these resolutions and amendments, including the order of debate;

(iii) prepare, if necessary, and present composite texts to the Congress;

(iv) present recommendations regarding receivability and content of urgent resolutions.

The Resolutions Committee shall invite a member organisation which is not represented on the Committee to be represented at the Committee's meeting when a resolution or an amendment proposed by that member organisation is discussed.

(d) Meetings of the Credentials Committee, the Elections Committee and the Resolutions Committee shall meet in closed session.

(e) Voting in Committees shall be by show of hands and decisions shall be made on the basis of a simple majority.

(f) The Congress may establish other Committees for the conduct of its business.

8. RULES OF DEBATE

(a) A delegate or member of the Executive Board shall speak only once in a debate, unless otherwise agreed by the Congress. The representative of a Congress Committee presenting a report or a mover of a motion, resolution or

amendment (not concerning a motion of procedure) shall have the right of reply at the close of debate on an item.

(b) A request to speak shall be made in writing to the Chair, except when related to a point of order or procedure. The Chair shall call upon speakers in the order in which they signify their desire to speak. The Chair may call a speaker to order if his/her remarks are not relevant to the subject under discussion.

(c) The time limit applicable to all speakers in debate shall be five minutes, except on procedural questions, when the Chair shall limit each intervention to a maximum of three minutes. When a delegate exceeds the allotted time, the Chair may call that delegate to order without delay.

(d) The General Secretary shall have the right to speak on any subject.

9. RESOLUTIONS AND AMENDMENTS

(a) Resolutions, written in one of the four official languages, shall be submitted to and received by the General Secretary at least four months prior to the opening of the Congress. They shall be translated and distributed to the member organisations at least three months prior to the opening of the Congress.

(b) Amendments to resolutions, written in one of the four official languages, shall be submitted to and received by the General Secretary no later than during the period of registration prior to the opening session of the Congress. They shall be translated and distributed to the delegates as soon as possible.

(c) The Resolutions Committee shall determine whether a resolution or amendment is in order. If the determination of the Resolutions Committee is challenged by a delegation, it

shall then be put to the Congress whose decision shall be final.

(d) Urgent resolutions
Urgent resolutions may be considered in the case of matters arising less than three months prior to the opening of the Congress.

(i) Urgent resolutions, written in one of the four official languages, shall be submitted to and received by the General Secretary prior to the end of the opening session of the Congress. If exceptional events occur during a Congress, urgent resolutions on those events may be considered with the approval of two-thirds of the delegates present and voting. Urgent resolutions shall be translated and distributed to the delegates as soon as possible.

(ii) The Resolutions Committee shall determine whether an urgent resolution is in order. If the determination of the Resolutions Committee is challenged by a delegation, it shall then be put to the Congress whose decision shall be final.

(iii) Amendments to urgent resolutions may be presented verbally to the Congress during debate.

(iv) The Chair shall determine whether an amendment to an urgent resolution is in order. If the determination of the Chair is challenged by a delegation, it shall then be put to the Congress whose decision shall be final.

(e) The debate on a resolution or amendment shall not commence before the texts have been translated and distributed to the delegates, except in the case of an amendment to an urgent resolution presented verbally.

(f) If a member organisation submitting a resolution accepts an amendment to that resolution, the amended resolution shall form the basis for further debate.

10. POINTS OF ORDER, MOTIONS OF PROCEDURE

(a) The debate on a question may be interrupted at any time by a point of order or by a motion of procedure. The Chair shall give an immediate ruling in response to a point of order.

(b) A motion challenging the ruling of the Chair shall be put immediately to a vote.

(c) A motion of procedure shall be required in order:

(i) to adjourn the sitting;

(ii) to adjourn the debate;

(iii) to close the debate and/or vote on the item under discussion;

(iv) to proceed with the next item on the agenda.

(d) The above or any other motion of procedure shall be put immediately to a vote, except that the delegation submitting the resolution under discussion, may exercise its right to reply.

11. VOTING

(a) Upon registration each delegate shall be given a voting card.

(b) Voting shall be by show of voting cards. If a delegation requests a roll call vote, the request must be supported by at least five delegations holding 20 percent of the total voting rights before such a vote shall be taken.

(c) A resolution, motion or amendment shall be declared

defeated if an equal number of votes has been cast in favour and against it.

(d) An amendment to a resolution shall be voted upon before the resolution concerned is put to a vote.

(e) If there is more than one resolution on the same matter, the Chair shall determine the order in which these resolutions or amendments shall be voted upon by the Congress, starting with the text farthest from the status quo. In the event that a majority vote is carried in favour of a resolution or an amendment to a resolution, which renders the alternative(s) redundant, the latter(s) shall not be put to a vote.

(f) In the event that none of the resolutions or amendments to a resolution is farther from the status quo than the other, the Congress shall determine the order in which these resolutions and amendments to a resolution shall be voted upon. In the event that a majority vote is carried in favour of such a resolution or amendment, the alternative(s) shall be considered redundant and shall not be put to a vote.

12. VOTING RIGHTS

(a) The number of votes to which each organisation is entitled shall be determined as provided in Article 9(f) of the Constitution, whereby the membership of each organisation be calculated on the basis of the average amount of affiliation fees paid since the preceding Congress or between the year of affiliation and the Congress.

(b) Any proxy must be presented in writing, signed by an authorised officer of the concerned member organisation, to the General Secretary prior to the opening of the Congress. No organisation may exercise more than three proxies, and proxies may only be exercised on behalf of organisations from the same region.

13. ELECTIONS

(a) Elections shall be conducted by the Elections Committee.

(b) Prior to the elections each delegation shall receive a copy of the report of the Credentials Committee, showing the voting entitlement of delegations and proxy voting rights.

(c) Elections shall be conducted by secret ballot in the following order: President, Vice-Presidents, General Secretary, regional members of the Executive Board and other members of the Executive Board. The Congress programme shall specify the period of time between each of the above elections.

(d) For each ballot, voting papers shall be prepared showing the names of candidates, listed in alphabetical order of family names. The Elections Committee shall give to a representative of each member organisation the number of voting papers indicated by the report of the Credentials Committee.

(e) Votes must be cast for a number of candidates equal to the number of positions to be filled. A voting paper with votes cast for a greater or lesser number shall be invalid.

(f) If the number of candidates for any position is equal to the number of vacancies for that position, the candidate(s) shall be declared elected, unless at least five delegations holding 20 percent of the total voting rights request a secret ballot.

(g) For the position of President, Vice-President and General Secretary a candidate must receive at least half plus one of the total votes cast in order to be elected. If for the position of President or General Secretary no candidate receives such majority on the first ballot, a run-off ballot shall be held between the two candidates receiving the most votes. For the positions of Vice-President, if necessary, run-off ballots shall

be held among the candidates receiving the most votes, according to the vacancies remaining to be filled.

(h) In the case of an uncontested election for which a secret ballot is held under 13 (f) and the candidate(s) do(es) not obtain the majority specified in 13 (g), new nominations shall be called and a new election conducted according to deadlines determined by the Congress.

(i) For other positions on the Executive Board and for any other elections conducted at the World Congress, candidates receiving the highest number of votes corresponding to the number of positions to be filled, shall be declared elected.

(j) A candidate for the office of President, Vice-President or General Secretary must be nominated by at least four member organisations from different countries, including his/her own organisation. Nominations for these offices, together with a statement signed by the candidate accepting nomination, must be filed with the General Secretary not less than four months before the opening of the Congress. The names of all candidates shall be sent to all member organisations at least three months before the opening of the World Congress.

(k) A candidate for other positions on the Executive Board must be nominated by at least two member organisations, including his/her own organisation. Nominations for these positions, accompanied by a statement signed by the candidate accepting nomination, shall be filed with the General Secretary in accordance with deadlines determined by the Congress.

(l) If as a result of withdrawal or other reason the number of candidates is less than the number of vacancies, electoral arrangements shall be made at the Congress.

14. RECORD OF PROCEDURE

The General Secretary shall be responsible for ensuring that a record is kept of every vote and all the proceedings of the Congress.

15. OTHER QUESTIONS

In all questions of order not specified above, the Chair shall recommend appropriate procedures to the Congress.

SECTION III - EXECUTIVE BOARD

16. MEETINGS OF THE EXECUTIVE BOARD

(a) The President of the Education International shall be chairperson of the Executive Board. In his/her absence, a Vice-President shall preside, preference being given to the Vice President with longest service in this office. If neither the President nor a Vice-President is available, the Executive Board shall elect a chairperson from among its members.

(b) The first meeting of the new Executive Board shall be held before the members leave the place of the Congress.

(c) The Executive Board shall meet at least once in any calendar year in addition to meetings immediately before and after the Congress. An extraordinary meeting of the Executive Board may be convened in accordance with Article 10(j) of the Constitution.

(d) The President, Vice-Presidents and General Secretary shall meet at least once between two Executive Board meetings.

17. COMMITTEES OF THE EXECUTIVE BOARD

(a) Finance Committee

At its first meeting after the Congress the Executive Board shall appoint five of its members to form the Finance Committee. The terms of reference of the Finance Committee are given in By-law 25 (c).

(b) Constitution and By-laws Committee
At its first meeting after the Congress the Executive Board shall appoint at least three of its members to form the Constitution and By-laws Committee. The Executive Board shall appoint the Committee's Chairperson who shall preside over the Committee's meetings and who shall be the Committee's spokesperson.

SECTION IV - REGIONAL STRUCTURES

18. DEFINITION OF REGIONS

The regions are defined in Article 13 of the Constitution. Allocation of countries to these regions shall be determined by the Executive Board which shall undertake any necessary consultations. These allocations shall be published in the Handbook.

19. BY-LAWS OF REGIONAL STRUCTURES

(a) By-laws of a regional structure, submitted to the Executive Board in accordance with Article 13(c) of the Constitution, must satisfy the following conditions:

(i) A region shall be defined as one of the five regions named in Article 13(a) of the Constitution.

(ii) All member organisations in a region shall be included in the regional structure.

(iii) The designation, functions, method of election and term of office of regional office holders shall be clearly set out

at the first meeting of the regional grouping, convened by the General Secretary.

(iv) The organisation and methods of governance of the regional structure, the frequency of meeting of its various bodies, and the quorum applicable to each meeting shall be clearly specified.

(v) Provision shall be made for the permanent presence of at least one member of the Executive Board of the Education International in the governing body of the regional grouping.

(vi) Ultimate responsibility for administration and communication shall rest with the General Secretary of the Education International who shall present reports to each meeting of the Executive Board.

(vii) In the event of any conflict over provisions of the regional structure and those of the Education International, the provisions of the Constitution and the By-laws of the Education International shall prevail.

(b) Any proposal for an activity of a regional structure which involves expenditures by the Education International must be accompanied by a full statement of costs and shall not be undertaken without the prior approval of the Executive Board or the General Secretary.

20. SUPPLEMENTARY MEMBERSHIP DUES

Subject to approval by the Executive Board, a regional structure may establish supplementary membership dues to be paid by member organisations in the concerned region. The supplementary membership fee shall be:

(a) (i) a percentage in addition to the membership dues of the Education International.

(ii) collected by the Education International.

(b) In no instance shall the supplementary membership dues paid to the regional structure be greater than or calculated on a different basis to the membership dues paid to EI.

SECTION V - COMMITTEES OF THE EDUCATION INTERNATIONAL

21. COMPOSITION OF COMMITTEES

In composing all committees, the Executive Board shall take into account regional and gender balance.

22. SECTORAL STANDING COMMITTEES

(a) Sectoral Standing Committees shall be composed of a maximum of 10 members to be appointed by the Executive Board in accordance with Article 14(b) of the Constitution. Each Committee shall include a representative of the Executive Board. Other members shall be appointed from among candidates recommended by member organisations or on the basis of their particular expertise.
Each Committee shall elect a Chairperson who shall preside over the Committees' meetings.

(b) A member shall be appointed for a period of three years and shall be eligible for re-appointment for one further term.

(c) The staff providing services to a Sectoral Standing Committee shall be assigned by the General Secretary, who shall, in consultation with the Chairperson, convene and prepare Committee meetings.

(d) Each Committee shall:

(i) advise the Executive Board on educational and professional issues of concern to teachers and other education employees;

(ii) recommend policies and activities to be adopted and undertaken by the Education International, including seminars, conferences, studies or other activities, and advise on their implementation.

(iii) implement activities upon the mandate of the Executive Board to which they shall account in a written annual report presented through the General Secretary.

(e) Each Committee shall meet once per year.

(f) On the authorisation of the Executive Board, two or more Committees may decide to have joint meetings and/or to establish working groups addressing trans-sectoral educational and professional issues.

(g) Any proposal for an activity of a sectoral standing committee which involves expenditures by the Education International must be accompanied by a full statement of costs and shall not be undertaken without the prior approval of the Executive Board or the General Secretary.

23. STATUS OF WOMEN COMMITTEE

(a) The Status of Women Committee shall be composed of a maximum of 10 members to be appointed by the Executive Board in accordance with Article 15 of the Constitution. The Committee shall elect a Chairperson who shall preside over the Committee's meetings.

(b) A member shall be appointed for a term of three years and shall be eligible for re-appointment for one further term.

(c) The staff providing service to the Status of Women Committee shall be assigned by the General Secretary, who shall, in

consultation with the Chairperson, convene and prepare Committee meetings.

(d) The Committee shall:

(i) advise the Executive Board on issues related to women and girls;

(ii) recommend policies and activities to be adopted and undertaken by the Education International, including seminars, conferences, studies or other activities, and advise on their implementation.

(iii) provide written annual reports through the General Secretary to the Executive Board.

(e) The Committee shall meet once per year.

(f) Any proposal for an activity of the Status of Women Committee which involves expenditures by the Education International must be accompanied by a full statement of costs and shall not be undertaken without the prior approval of the Executive Board or the General Secretary.

24. EX OFFICIO MEMBERSHIP

The President and General Secretary shall be ex officio members of all Committees of the Education International, with the exception of the Elections Committee, and shall have voting rights.

SECTION VI - FINANCIAL REGULATIONS

25. FINANCE COMMITTEE

(a) The Finance Committee shall be composed of five members of the Executive Board to be appointed by the Executive Board. The Executive Boardshall appoint the Committee's

Chairperson who shall preside over the Committee's meetings and shall be the Committee's spokesperson.

(b) A member shall be appointed for a term of three years and shall be eligible for re-appointment.

(c) The Committee shall:

(i) present the financial report and propose a budget to the Executive Board and on its behalf to the Congress;

(ii) make recommendations to the Executive Board concerning the management and financial administration of the Education International;

(iii) inform the Executive Board about arrears of membership dues and make recommendations regarding the implementation of Article 7(b) of the Constitution and of By-law 26;

(iv) make recommendations to the Executive Board concerning salaries and conditions of employment of staff members;

(v) make recommendations to the Executive Board concerning salary and conditions of employment of the General Secretary;

(vi) inform the Executive Board about the financial implications of any decision or proposed decision;

(vii) analyze and report upon any other question which the Executive Board may refer to the Committee concerning the revenue, expenditure, investments, accounts, properties and operational costs of the Education International.

(d) The Committee shall meet immediately prior to each meeting of the Executive Board.

(e) In each year the Committee shall consider an audited statement and balance sheet for the preceding year, a revised budget for the current year and a budget for the following year, presented by the General Secretary.

(f) In a year in which a Congress is to be held, the Committee shall consider an audited statement and balance sheet for the preceding year, a revised budget for the current year and a general budget for the following years including the year in which the next Congress is to be held. This general budget shall be drafted by the General Secretary.

(g) The Committee shall receive any other information from the General Secretary that it deems relevant for the accomplishment of its tasks.

26. MEMBERSHIP DUES

(a) The dues payable to the Education International by a member organisation shall be determined by the Congress.

(b) The membership dues shall be receivable not later than 30 June each year and shall be computed on the total membership of the member organisation on 31 December of the preceding year.

(c) Each member organisation shall notify the Education International not later than 31 March each year of its membership figures on 31 December of the preceding year and shall provide any other information required for the calculation of dues. The Executive Board may request a member organisation to substantiate such information.

(d) In the event that a member organisation fails to provide the required information before 31 March or to meet a request to

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substantiate such information within three months, the Executive Board, may determine a per capita amount on the basis of information provided by other sources, which shall then be due to the Education International.

(e) Membership dues shall be paid in a convertible currency to be determined by the Executive Board.

(f) If in any year the payments received prior to 30 June are less than the amount determined in accordance with the previous paragraphs, the member organisation shall be informed that it is in arrears, and all payments received subsequent to June 30, whether in that year or in following years, shall in the first instance be applied to the reduction or elimination of the arrears.

(g) If a member organisation is unable to fulfil its financial obligations, owing to extraordinary circumstances, the Executive Board shall have the authority to reach a special agreement with that organisation entailing:

(i) a delay of payment; or

(ii) a payment on a reduced membership; or

(iii) payment in a non-convertible currency; or, in extreme cases,

(iv) an exemption from part or all of the payment of membership dues.

(h) Special agreements shall expire at the end of the financial year in which they are reached, but may be renewed in the following year. Agreements that concern payment in a non-convertible currency shall establish the real value of the agreed payment in a convertible currency which shall constitute the basis of the calculation of the number of delegates and votes at the Congress to be allocated to the

organisation concerned. Special agreements shall be reported to each Congress.

(i) The number of delegates and votes at the Congress to be allocated to a member organisation shall be calculated according to the average number of members for which membership dues have been paid since the preceding Congress or since the year of affiliation, after adjustment has been made in respect of any arrears owing for preceding years.

27. OTHER INCOME

The Executive Board shall establish a policy for the receipt of other income.

28. EXPENDITURE

(a) Authority for the expenditure of funds is provided within the framework of the budget, and, subject to decision of the Congress and the Executive Board, is vested in the General Secretary, who has power to delegate.

(b) Bank accounts in the host country of the main office or elsewhere may be opened on the instructions of the General Secretary with the approval of the Executive Board. Statements for each account shall be presented to the Finance Committee at each of its meetings.

(c) The General Secretary shall be a signatory for all accounts. Signing authority may also be held by other persons designated by resolution of the Executive Board on the recommendation of the General Secretary.

(d) Cheques, payment orders and other negotiable instruments having a value in excess of an amount to be determined by the Executive Board must bear the signatures of two duly authorised persons.

(e) The Executive Board shall establish regulations to govern the payment of expenses to those traveling on Education International business, financial procedures relating to the Congress, banking, and such other matters as it considers necessary.

29. SOLIDARITY FUND

(a) The Solidarity Fund shall be used to assist member organisations in emergencies such as natural disasters, famine, war, persecution or other live threatening situations.

(b) Assistance provided from the Fund will be for short term relief to help ensure the survival of the organisation and/or its members through the particular crisis.

(c) All member organisations shall be invited to contribute to the Fund according to their means. Member organisations shall be requested to renew their contribution to the Fund on an annual basis. The Education International shall make an annual contribution to the fund.

(d) The Fund shall be established on a special interest bearing account separate and apart from other Education International accounts.

(e) The member organisation(s) in need shall present a request for assistance outlining the purposes for which that assistance will be used.

(f) The General Secretary shall obtain such information as is necessary to make a decision and shall report that decision to the Finance Committee.

(g) The receiving organisation(s) shall provide a report on the use of the funds allocated.

(h) Reports on the use of the funds shall be provided on an annual basis to all member organisations which contributed. The Fund will be subject to external audit, which will be set out separately in the financial report to the World Congress.

SECTION VII - AMENDMENTS

30. AMENDMENTS TO THE BY-LAWS

(a) The Congress shall have the authority to amend the By-laws.

(b) Proposals for amending the By-laws shall be submitted to the General Secretary not later than six months prior to the opening of the Congress. The General Secretary shall circulate the proposed amendments to the member organisations not later than three months prior to the opening of the Congress.

c) Any amendment to the By-laws shall be valid only if it obtains a majority of the votes cast.

BY-LAWS AFRICA

I. NAME

The regional group of Education International in Africa is known as: Education International Region Africa (E I R A F).

II. AIMS

The aims of the EIRAF are:-

- To advise the Executive Board on policies and activities to be undertaken by Education International and on the coordination of programmes and other activities of EI at the regional level.

- To promote the aims and principles of EI in the Region.

- To further regional cooperation with a view to protecting and advancing the rights and interests of education employees in the African Region.

III. REGIONAL CONFERENCE

A) There shall be a Regional Conference which shall be the main advisory body of the EIARC.

B) An ordinary regional conference shall meet at least once in three years, preferably prior to the EI World Congress, in order to:-

   i) adopt its rules of procedure and agenda;

   ii) elect the Regional Committee members;

   iii) advise on policies, principles of action and programmes of EI;

iv) examine and adopt the regional report, including the financial statement and the proposed budget;

v) amend the by-laws and rules of procedure subject to the approval of the EI Executive Board.

C) Composition

i) The Regional Conference shall comprise delegates representing the member organisations, as well as Regional Committee members.

ii) Each member organisation shall be entitled to at least one delegate; additional delegates shall be allocated to each member organisation whose membership dues to EI have been paid in full prior to the Regional Conference, in accordance with the following scale:-

- up to 10.000 members - 1 delegate
- Organisations with more than 10.000 members, 1 additional delegate for every 10,000 members or part thereof

iii) The maximum number of delegates allocated to any organisation shall not exceed twenty-five.

D) Voting rights

i) The right to vote shall be allocated to each member organisation which has paid full membership dues prior to the Regional Conference.

ii) The number of votes allocated to an organisation shall be determined in accordance with the following scale:-

- up to 5.000 members - 1 vote
- over 5.000 members - 1 additional vote per 10.000 members or part thereof

iii) Member organisations shall receive provisional notification by the General Secretary of EI of the number of delegates and votes to which they are entitled.

iv) A Credentials Committee, to be appointed by the Regional Committee, shall verify the powers of each member organisation and calculate the number of delegates and votes to which it is entitled. No roll call voting shall take place until the Regional Conference has adopted the report of the Credentials Committee.

v) Voting in the Regional Conference shall be done by show of hands except otherwise decided by the Conference.

vi) A fully paid up organisation may vote by proxy provided it has given advance notice in writing to the General Secretary of EI.

E) Agenda

(i) The venue, date and provisional agenda of the Conference shall be determined by the Regional Committee in consultation with the General Secretary of EI.

(ii) Member organisations shall receive notification to attend the ordinary Conference at least eight (8) months before the set date.

F) Supplementary membership dues

Subject to approval by the Executive Board, the Conference may establish supplementary membership dues to be paid by member organisations in the African Region. (See item X. FINANCES)

IV. EDUCATION INTERNATIONAL AFRICAN REGIONAL COMMITTEE (EIARC)

A) Composition

The EIARC shall be composed as follows:

i) One Chairperson;

ii) One Vice-Chairperson;

iii) All members of the Executive Board of EI from the African Region;

iv) Two elected members from each zone in Africa, one of whom shall be a woman;

v) The General Secretary of EI or his/her representative (ex-officio).

B) Definition of Region

i) The concept of the Education International Region Africa (EIRAF) shall include, in addition to the African Continent, Madagascar, Mauritius, Cap Vert, Sao Tome and Principe.

ii) For the purpose of representation, the Region shall be sub-divided into the following zones:

- Zone 1
- Zone 2
- Zone 3
- Zone 4
- Zone 5
- Zone 6

iii) Countries included in the various zones shall be indicated in the by-laws.

C) Functions of the EIARC

i) The EIARC shall advise the Executive Board, through the General Secretary, regarding priority activities of EI at the African level, as well as regarding any other matters of general concern to the members of the Region.

ii) The Committee shall:

a) draft the agenda of the Regional Conference;

b) monitor the implementation of resolutions and decisions of the Regional Conference;

c) examine and comment on the reports from the EI Executive Board on matters specific to the Region;

d) report to the Conference and make proposals for future activities to be undertaken in Africa;

e) cooperate with the All Africa Teachers Organisation (AATO), the Organisation of African Trade Union Unity (OATUU), the African Regional Office of ICFTU (AFRO), the Federation of Arab Teachers (FAT), the International Arab Trade Union Confederation (IATUC), the Organisation of African Unity (OAU), as well as with other sub-regional organisations in Africa in promoting Education and the unity of teachers and other workers in Africa;

f) examine and adopt the financial statements, and submit the budget to the Regional Conference, in consultation with the General Secretary of EI.

D) Terms of Office of the Members of the EIARC

i) The EIARC shall be elected every three years at the Regional Conference.

ii) The term of office of each member shall expire:-

a) at the end of each Regional Conference;

b) at such time as the organisation of which he/she is a member is no longer affiliated to EI;

c) at such time as he/she is no longer a member of his/her organisation;

d) at such time as he/she is suspended from his/her organisation;

e) at such time as he/she is physically or mentally disabled;

f) if he/she holds a position outside EI, which is in conflict with his/her independent responsibility towards EI;

It is to be noted that in cases d), e) and f) the organisation to which this member is affiliated has the responsibility to inform the Regional Committee of the change in the member's situation.

iii) All Committee members can be re-elected for two consecutive terms at the most;

iv) In the event of a vacancy, the EIARC may appoint a replacement:-

a) If the position of Chairperson is vacant, the Vice-Chairperson shall act as temporary Chairperson until the next Conference;

b) If the position of Vice-Chairperson is vacant, the EIARC shall appoint one of its members to replace him/her until the next Conference;

c) For other vacancies, the substitute member from the zone concerned shall be appointed until the next Conference.

V. ELECTIONS TO THE EIARC

A) The Chairperson and Vice-Chairperson shall be elected by the Regional Conference.

B) i) For each zone, there shall be elected one male representative and one female representative. In addition, two substitutes, one male and one female, shall be elected.

ii) For each of the two positions in a zone, there shall be at least two nominated candidates who shall be resident in the zone concerned. The candidate who gets the highest number of votes shall be declared as the elected representative of the zone and the candidate ranking second shall be declared as substitute.

C) i) The election of the EIARC Members shall take place by secret ballot.

ii) Delegates from each zone shall meet and elect their representatives to the EIARC. This election shall be subject to approval by the Regional Conference.

iii) Each member shall be entitled to one vote only.

iv) No country shall have more than one voting member on the EIARC.

v) The General Secretary of EI or his/her representative shall not be entitled to vote.

VI. FUNCTIONS OF THE CHAIRPERSON

A) The Chairperson shall preside over the work of the Regional Conference and of the EIARC.

B) He/she shall liaise with the General Secretary of EI through the Regional Office.

C) In case the Chairperson is not available or absent, his/her functions shall be taken on by the Vice-chairperson.

D) In case the Chairperson and Vice-Chairperson are not available or absent, the Committee shall appoint a Chairperson from among its membership.

VII. MEETINGS OF THE EIARC

A) The EIARC shall meet at least once a year.

B) If necessary, the Chairperson can convene an extraordinary meeting, after consultation with the General Secretary of EI.

VIII. QUORUM APPLICABLE TO THE REGIONAL CONFERENCES AND EIARC MEETINGS

A) Forty percent of accredited delegates representing thirty percent of member organisations shall constitute the quorum at the Regional Conference.

B) For the meetings of the EIARC, the quorum shall be set at fifty percent plus one.

IX. REGIONAL SECRETARIAT

A) The Regional Secretariat of Education International established in Africa shall be in charge of the implementation of regional activities, on the basis of proposals made by the EIARC subject to approval by the General Secretary of EI.

B) The staff of the Regional Secretariat shall be appointed on full/part time basis by the General Secretary of EI.

X. FINANCES

A) Regional activities shall be financed by:
- subventions from EI;
- grants;
- contributions arising from supplementary sources approved by the Executive Board or, if not possible, by the General Secretary of EI.

B) Supplementary membership dues applicable to all member organisations in the region and computed per capita can be determined by the Regional Conference, in accordance with article 20 of the EI by-laws.

Article 20 of the EI by-laws stipulates:
"Subject to approval by the Executive Board, a regional structure may establish supplementary membership dues to be paid by member organisations in the concerned region. The supplementary membership fee shall be:

i) a percentage in addition to the membership dues of the Education International up to a maximum of 25%;

ii) collected by the Education International."

C) Supplementary membership dues shall be paid to EI by June 30 of each year at the latest and shall be computed on the

membership reported as of December 31 of the preceding year.

D) Financial rules of EI shall apply to regional structures.

XI. AMENDMENTS TO THE BY-LAWS

A) The Regional Conference shall have the authority to amend the by-laws subject to the approval of the Executive Board.

B) Proposals for amending the by-laws shall be submitted to the Regional Secretariat no later than 6 months prior to the opening of the Regional Conference. The General Secretary shall circulate the proposed amendments to member organisations no later than a month prior to the opening of the Conference.

C) Any amendment to the by-laws shall be valid only if it obtains a two-third majority of votes cast and if it is approved by the Executive Board.

XII. COUNTRIES ALLOCATED TO THE VARIOUS ZONES IN AFRICA

Zone I

MOROCCO, TUNISIA, *ALGERIA, *LIBYA, *EGYPT, *MAURITANIA, *SUDAN, MALI, NIGER, CHAD.

Zone II

SIERRA LEONE, SENEGAL, GAMBIA, GUINEA, LIBERIA, GUINEA BISSAU, *CAP VERT.

Zone III

IVORY COAST, GHANA, BURKINA FASO, TOGO, NIGERIA, *EQUATORIAL GUINEA, *SAO TOME AND PRINCIPE, BENIN.

Zone IV

BURUNDI, CENTRAL AFRICAN REPUBLIC, CONGO BRAZZAVILLE, ZAIRE, RWANDA, *CAMEROON, GABON.

Zone V

KENYA, *MADAGASCAR, MAURITIUS, TANZANIA, UGANDA, ETHIOPIA, *ERITREA, *SOMALIA, *COMOROS, *SEYCHELLES, *DJIBOUTI, MALAWI.

Zone VI

BOTSWANA, ZAMBIA, ZIMBABWE, LESOTHO, SWAZILAND, MOZAMBIQUE, *ANGOLA, SOUTH AFRICA, NAMIBIA.

* (Not affiliated to Education International on May 31, 1994)

BY-LAWS OF ASIA & PACIFIC

1. NAME:

The Regional structure of the Education International in Asia-Pacific shall be named Education International Asia-Pacific (EIAP).

2. COMPOSITION:

The Education International Asia-Pacific (EIAP) shall be composed of the member organisations of the Education International in the Asian-Pacific region as defined by the Executive Board of the Education International.

3. FUNCTION:

The function of the Education International Asia-Pacific (EIAP) shall be:

(a) to advise the Executive Board of the Education International on policies and activities to be undertaken by the Education International in Asia-Pacific, and to assist in the implementation of these policies and activities;

(b) to promote the aims and principles of the Education International in the Asian-Pacific region;

(c) to promote regional cooperation and collective action to protect and advance the rights and interests of teachers and education employees, and of education at the Asian-Pacific level;

(d) to cooperate with the CPTO, ACT and SAARCTO;

(e) to participate in the formulation of EI policy at the world level with particular regard to the World Congress.

4. REGIONAL CONFERENCE:

(a) The Regional Conference shall be the supreme authority of the Education International Asia-Pacific (EIAP).

(b) An ordinary session of the Regional Conference shall:

(i) adopt its rules of procedures and agenda;

(ii) elect the Chairperson, Vice-Chairpersons and other members of the Regional Committee;

(iii) determine the policies, principles of action and programm of the Education International Asia-Pacific (EIAP);

(iv) approve the activity report, the financial report and the proposed budget;

(v) determine the supplemental membership fees.

(c) Subject to approval by the Executive Board of the Education International the Regional Conference shall have the authority to amend the By-laws by a majority vote.

(d) The Regional Conference shall be composed of delegates representing member organisations and of the members of the Regional Committee.

(e) Each member organisation shall be entitled to one delegate and one additional delegate for every 20,000 members, or a part there of, with a maximum of 25 delegates.

(f) Votes shall be allocated to each member organisation whose membership fees have been paid in full prior to the Assembly in accordance with the following scales:

up to 1,000 members,1 vote
and more than 1.000 members, 1 additional vote for every 1,000 members, or a part thereof.

(g) Member organisations shall receive provisional notification by the Regional Committee of the number of delegates and votes to be allocated to them. A credentials Committee to be appointed by the Regional Committee shall verify and determine the allocation of delegate credentials and voting rights for each member organisation. No roll-call voting shall take place until the Regional Conference has adopted the report of the Credentials Committee.

(h) The venue, date and provisional agenda regional Conference shall be determined by the Regional Committee. Notification of the convening of the Regional Conference shall be given at least six (6) months prior to the scheduled date.

(i) The Regional Conference shall meet at least once every three years.

5. REGIONAL COMMITTEE:

(a) The Regional Committee shall direct the affairs and activities of the Education International Asia-Pacific (EIAP) between the Regional Conference.

(b) The Regional Committee shall:

(i) draft the agenda for the regional conference;

(ii) review implementation of the resolutions and decisions of the Regional Conference;

(iii) initiate policies and actions in accordance with the resolutions and decisions of the Regional Conference, and with the aims and principles of the Education International;

(iv) review and approve financial statements and submit a budget of the Regional Conference;

(v) submit to the Regional Conference a report on its decisions and activities.

(c) The Regional Committee shall be composed of seventeen (17) members as follows:

(i) One Chairperson, 4 Vice-Chairpersons 1 from each sub-region, of whom 2 shall be women, and that the number of Committee members be reduced to eight;

(ii) EI Executive Board members in the Region

No affiliate shall have more than one seat on the Regional Committee.

(d) The General Secretary of the Education International, or his/her representative, shall be ex-officio member of the Regional Committee without voting rights.

(e) Elections shall be carried out as follows:

(i) No election shall be carried out until a minimum member of candidatures has been nominated which satisfy the requirements of this article.

(ii) Where the number of candidates is greater than the number to be elected, each member organisation shall receive a ballot paper on which shall be indicated the number of votes allocated to that organisation.

(iii) The first election shall be for the office of Chairperson. Where paper are issued, member organisations which choose to vote shall vote for one (1) candidate.

(iv) The second election shall be for the office of Vice Chairpersons. Where ballot paper are issued, member organisations which choose to vote shall for two (2) candidates. The woman necessary to satisfy the requirements in paragraph (c) (ii) shall be declared elected by taking the appropriate number of candidates with the highest number of votes. The appropriate number or remaining candidates shall be declared elected according to the number of votes cast.

(v) The third election shall be for the ten (10) Board Members. Where ballot paper are issued, member organisations which choose to vote shall vote for ten (10) candidates. The candidates from each of the groups of countries mentioned in paragraph with the highest number of votes shall be declared elected. The women necessary to satisfy the requirements in paragraph 5 (c) shall be declared elected by taking the appropriate number of candidates with the number of votes. The appropriate number of remaining candidates shall be declared elected according to the number of votes cast.

(f) The term of office of each member of the Regional Committee shall be three years and shall expire:

(i) at the end of the Regional Conference; or

(ii) at such time as an organisation to which the member belongs is no longer a member of the Education International.

(g) A member of the Regional Committee who retires in accordance with paragraph (g)(i) shall be eligible for election.

(i) Article 10 (e), (f), (g), of the Constitution of the Education International shall be applicable to members of the Regional Committee. In the event of removal the

member concerned shall have the right to appeal to the Regional Conference.

(h) In the event of a vacancy, the Regional Committee may appoint a replacement. If the vacancy occurs:

(i) in the position of Chairperson, a Vice Chairperson shall be appointed as Chairperson until the next Regional Conference;

(ii) in the position of Vice Chairperson, a member of the Regional Committee shall be appointed until the next Regional Conference;

For other vacancies, the Regional Committee shall seek a nomination, to which it shall give strong consideration, from the national organisation of the member being replaced.

(j) The Regional Committee shall meet at least twice between Regional Conference.

6 - FUNCTIONS OF CHAIRPERSON AND VICE-PRESIDENTS.

(a) The Chairperson or his/her absence, one of the Vice President shall:

(i) chair the Regional Conference;

(ii) chair the meeting of the Regional Committee;

(iii) maintain liaison with the Executive Board of the Education International;

(iv) liaise as necessary with the Secretariat of the Education International between meetings of the Regional Committee.

7 - SECRETARIAT:

The Secretariat and financial administration shall be provided by the General Secretary of the Education International.

8 - FINANCES:

(a) Supplementary membership dues to be paid by the member organisations shall be determined by the Regional Conference on a per capita basis in accordance with by-laws 20 of the Education International,

(b) The supplementary membership dues shall cover all expenses related to the regional Conference, to meetings of the Regional Committee and other regional activities.

(c) Supplementary dues shall be paid to the Education International before June 30 of each year, and shall be computed on the membership reported as of 31 December of the preceding year.

(d) Any organisation which is more than twelve (12) months in arrears of the payment of its supplementary membership dues, without the approval of the Regional Committee, may, at the recommendation of the Regional Committee, be suspended by the Executive Board of the Education International in accordance with Article 7(b) of the Constitution.

(e) If a member organisation is unable to fulfil its financial obligations, owing to extraordinary circumstances, the Regional Committee may recommend/the Executive/to Board of the Education International to, in accordance with Article 19 (c) of the Constitution, grant a delay, a temporary deduction or, in extreme cases, a temporary exemption from the payment of such supplementary fees.

BY-LAWS EUROPE

1. NAME

The regional structure of the Education International in Europe shall be named Education International Europe (EIE).

2. COMPOSITION

The Education International Europe (EIE) shall be composed of the member organisations of the Education International in the European region as defined by the Executive Board of the Education International.

3. FUNCTION

The function of the Education International Europe (EIE) shall be:

(a) to advise the Executive Board of the Education International on policies and activities to be undertaken by the Education International in Europe; and to assist in the implementation of these policies and activities;

(b) to promote the aims and principles of the Education International in the European region;

(c) to promote regional cooperation and collective action to protect and advance the rights and interests of teachers and education employees and of education at the European level;

(d) to cooperate with the European Trade Union Committee for Education;

(e) to participate in the formulation of EI policy at the world level with particular regard to the World Congress.

4. REGIONAL CONFERENCE

(a) The Regional Conference shall be the supreme authority of the Education International Europe (EIE)

(b) An ordinary session of the Regional Conference shall:

(i) adopt its rules of procedures and agenda;

(ii) elect the President, Vice Presidents and other members of the Regional Committee;

(iii) determine the policies, principles of action and programme of the Education International Europe (EIE);

(iv) approve the activity report, the financial report and the proposed budget.

(v) determine the supplemental membership fees.

(c) Subject to approval by the Executive Board of the Education International the Regional Conference shall have the authority to amend the By-laws by a majority vote.

(d) The Regional Conference shall be composed of delegates representing member organisations and of the members of the Regional Committee.

(e) Each member organisation shall be entitled to one delegate and one additional delegate for every 20,000 members or a part thereof with a maximum of 25 delegates.

(f) Votes shall be allocated to each member organisation whose membership fees have been paid in full prior to the Assembly in accordance with the following scale:

up to 1,000 members 1 vote;

and more than 1,000 members, 1 additional vote for every 1,000 members or a part thereof.

(g) Member organisations shall receive provisional notification by the Regional Committee of the number of delegates and votes to be allocated to them. A Credentials Committee to be appointed by the Regional Committee shall verify and determine the allocation of delegate credentials and voting rights for each member organisation. No roll-call voting shall take place until the Regional Conference has adopted the report of the Credentials Committee.

(h) The venue, date and provisional agenda of the Regional Conference shall be determined by the Regional Committee. Notification of the convening of the Regional Conference shall be given at least six (6) months prior to the scheduled date.

(i) The Regional Conference shall meet at least once per year.

5. REGIONAL COMMITTEE

(a) The Regional Committee shall direct the affairs and activities of the Education International Europe (EIE) between the Regional Conferences.

(b) The Regional Committee shall:

(i) draft the agenda for the Regional Conference;

(ii) review implementation of the resolutions and decisions of the Regional Conference;

(iii) initiate policies and actions in accordance with the resolutions and decisions of the Regional Conference and with the aims and principles of the Education International;

(iv) review and approve financial statements and submit a budget to the Regional Conference;

(v) submit to the Regional Conference a report on its decisions and activities.

(c) The Regional Committee shall be composed of twenty six (26) elected members, including:

(i) the President and

(ii) **three (3)** Vice-Presidents, **one of whom shall be a women;**

(ii) **twenty two (22)** members of which at least three (3) shall be from each of the following groups of countries:

- countries belonging to the European Community (EC);
- countries belonging to the European Free Trade Association (EFTA);
- countries not belonging to the EC or EFTA.

(d) The General Secretary of the Education International, or his/her representative, shall be ex officio member of the Regional Committee without voting rights.

(e) At least five (5) of the **twenty two (22)** elected members of the Regional Committee shall be women.

(f) Elections shall be carried out as follows:

(i) No election shall be carried out until a minimum number of candidates has been nominated which satisfy the requirements of this article.

(ii) Where the number of candidates is greater than the number to be elected, each member organisation shall receive a ballot paper on which shall be indicated the number of votes allocated to that organisation.

(iii) The first election shall be for the office of President. Where ballot papers are issued, member organisations which choose to vote shall vote for one (1) candidate.

(iv) The second election shall be for the office of Vice President. Where ballot papers are issued, member organisations which choose to vote shall vote for **three (3)** candidates. **The woman necessary to satisfy the requirements in paragraph c (ii) shall be declared elected by taking the appropriate number of candidates with the highest number of votes. The appropriate number of remaining candidates shall be declared elected according to the number of votes cast.**

(v) The third election shall be for the **twenty two (22)** Board Members. Where ballot papers are issued, member organisations which choose to vote shall vote for twenty three (23) candidates. The three (3) candidates from each of the groups of countries mentioned in paragraph (c) **(iii)** with the highest number of votes shall be declared elected. The women necessary to satisfy the requirements in paragraph (e) shall be declared elected by taking the appropriate number of candidates with the highest number of votes. The appropriate number of remaining candidates shall be declared elected according to the number of votes cast.

(g) The term of office of each member of the Regional Committee shall be two years and shall expire

(i) at the end of the Regional Conference; or

(ii) at such time as an organisation to which the member belongs is no longer a member of the Education International.

(h) A member of the Regional Committee who retires in accordance with paragraph (g) (i), shall be eligible for reelection.

(i) Article 10 (e), (f), (g) of the Constitution of the Education International shall be applicable to members of the Regional Committee. In the event of removal the member concerned shall have the right of appeal to the Regional Conference.

(j) In the event of a vacancy, the Regional Committee may appoint a replacement. If the vacancy occurs:

(i) in the position of President, a Vice-President shall be appointed as President until the next Regional Conference;

(ii) in the position of Vice-President, a member of the Regional Committee shall be appointed until the next Regional Conference;

For other vacancies, the Regional Committee shall seek a nomination, to which it shall give strong consideration, from the national organisation of the member being replaced.

(k) The Regional Committee shall meet at least twice a year.

6. FUNCTIONS OF PRESIDENT AND VICE-PRESIDENTS

(a) The President, or in his/her absence, one of the Vice-Presidents shall:

(i) chair the Regional Conference;

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(ii) chair the meetings of the Regional Committee;

(iii) maintain liaison with the Executive Board of the Education International;

(iv) liaise as necessary with the Secretariat of the Education International between meetings of the Regional Committee.

7. SECRETARIAT

The secretariat and financial administration shall be provided by the General Secretary of the Education International

8. FINANCES

(a) Supplementary membership dues to be paid by the member organisations shall be determined by the Regional Conference on a per capita basis in accordance with by-law 20 of the Education International.

(b) The supplementary membership dues shall cover all expenses related to the Regional Conference, to meetings of the Regional Committee and other regional activities.

(c) Member organisations that are affiliated to the European Trade Union Committee for Education (ETUCE) shall pay their membership dues to ETUCE through the Education International.

(d) Supplementary dues shall be paid to the Education International before June 30 of each year, and shall be computed on the membership reported as of 31 December of the preceding year.

(e) Any organisation which is more than twelve (12) months in arrears of the payment of its supplementary membership dues, without the approval of the Regional Committee, may,

at the recommendation of the Regional Committee, be suspended by the Executive Board of the Education International in accordance with Article 7 (b) of the Constitution.

(f) If a member organisation is unable to fulfil its financial obligations, owing to extraordinary circumstances, the Regional Committee may recommend the Executive Board of the Education International to, in accordance with Article 19 (c) of the Constitution, grant a delay, a temporary deduction or, in extreme cases, a temporary exemption from the payment of such supplementary fees.

(II) SUPPLEMENTAL MEMBERSHIP FEES 1993 and 1994

The proposed By-laws for the EI European structure provide for an annual Regional Conference, a Regional Committee elected by the Regional Conference, and a Secretariat. The budgetary consequences of these provisions are given below. Projected are the expenditures for one conference per annum, two meetings of the Regional Committee in 1993 and two in 1994, and a European Bulletin. As for the Regional Conference the budget includes the cost of simultaneous translation in two languages (English and French) as well as travel and hotel expenditures to be made for a maximum of ten (10) members, representing organisations in Central and Eastern Europe. As for the two meetings of the Regional Committee, the budget covers the travel and hotel expenditures of all (26) Committee members. The total expenditures are BEF 4,960,000.00 in 1993 and BEF in 5,315,500.00, which implies that membership dues should be fixed at:

BEF 2.07 in 1993 and

BEF 2.21 in 1994.

The budget does *not* include expenditures to be made for other activities to be undertaken by the EI in Europe.

(1993)

BY-LAWS LATIN AMERICA

CHAPTER I
ON THE REGIONAL ORGANISATION

Art. 1. The organisation will be called: Education International for Latin America (EILA)

Art. 2. The EILA will include all the organisations of the Latin America Region which are founder members of the Education International and all those which have been admitted as members under Art. 4 of the Constitution.

Art. 3. The Education International for Latin America will have the following functions:

a. Carrying out the objectives and principles of the Education International (EI) in the Region.

b. Forming a mechanism for the application at regional level of the measures and policies established at the international level by the EI.

c. Forming an advisory and consultative body to the Executive Committee and General Secretary of the EI.

d. Establishing policies for the region in accordance with the decisions taken at EI Congresses.

e. Enabling and facilitating the communication and adoption of measures and policies among the member organisations.

Art. 4. The highest authority of the EILA is the Regional Conference, which will ordinarily meet once between each two World Congresses of the EI. It should be

called at least 7 months before the date on which it is due to be held.

Art. 5. The EILA will be able to hold extraordinary Regional Conferences in places and on dates as chosen by the Regional Committee.

An extraordinary meeting of a Regional Conference must meet the following requirements:

1. It must be called at least 120 days before the date on which it is to be held.
2. The notice of the conference must indicate the themes to be dealt with at the extraordinary conference. No themes may be dealt with there which do not appear in the notice, with the exception of urgent matters where necessary.
3. It must be financed by extra-budgetary funds from the EI.
4. It must be called by a two-thirds majority of votes of the members of the Regional Committee.

Art. 6 Half plus one of the total number of countries and national organisations included in the EILA will constitute a quorum for the holding and legitimation of both regular and extraordinary Regional Conferences.

Art. 7 Each member organisation has the right to a delegate at the Regional Conference. The representation costs of this delegate will be met by the EI budget approved for the holding of the Conference.

Art. 8 Each member organisation of the EILA has the right to determinate additional delegates on the basis of the number of members who have paid their affiliation dues in full before the holding of the Regional Conference and in accordance with the following scale:

Up to 5,000 members - one delegate
For each additional 5,000 members or fraction of more than 1,000 members one delegate
The maximum number of delegates for each organisation is 10.

The representation costs of the additional delegates will be met by the national organisation which appointed them.

Art. 9 The number of votes of each member organisation of the EILA will be established on the basis of the total number of members who have paid their affiliation dues in full before the holding of the Regional Conference and in accordance with the following scale:

Up to 5,000 members - one vote
For each additional 5,000 members or fraction of more than 1,000 members one vote

An organisation which has paid its dues in full will be able to cast its vote by proxy, provided that it has notified the General Secretary of the EI in writing in advance.

Art. 10 The General Secretary will inform each affiliated organisation of the number of delegates and votes to which it is entitled in due time. The Credentials Committee appointed by the Regional Committee will determine the number of delegates present, their credentials and the voting rights to which each member organisation is entitled, in accordance with the information provided by the General Secretary and the payments made by the organisations before or during the Conference.

Art. 11 The member organisations of the EILA will appoint their delegates to the Regional Conference, applying their own statutes or internal regulations.

Art. 12 The functions of the Regional Conference are as follows:

i. To adopt its procedural rules, determine its agenda and draw up the programme.
ii. To elect the President, Vice Presidents and other members of the Regional Committee.
iii. To determine the policies, activities, programmes and projects of the EILA.
iv. To lay down general lines of policy and priorities to guide the activities of the Regional Executive Committee.
v. To approve the activities report of the Regional Executive Committee.
vi. To examine the financial report and to adopt the general budget of the EILA.
vii. To carry out all other activities in keeping with its character as a higher organisation.

CHAPTER II
ON THE REGIONAL COMMITTEE

Art. 13 The Regional Committee will be elected by the Regional Conference and will direct the activities and affairs of the EILA during the period between two ordinary Regional Conferences, in accordance with the resolutions and decisions of the last Regional Conference and/or of the extraordinary regional conferences held in the intervening period between the two ordinary Regional Conferences, and with the resolutions and decisions of the Executive Committee and the World Congress of the EI.

Art. 14 The functions of the Regional Committee are as follows:

i. To prepare the agenda and documentation for the holding of the Regional Conference.
ii. To supervise the implementation of the resolutions and decisions of the Regional Conference.

iii. To initiate policies and activities in accordance with the decisions of the Regional Conference, the World congress and the principles and objectives of the EI.

iv. To examine and approve the financial reports presented by the Regional Secretary.

v. To prepare the EILA budget proposal and to submit it for the approval of the Regional Conference.

vi. To call the ordinary and extraordinary Regional Conferences.

vii. To present the Regional Conference with a general activities report and with proposals for future activities.

Art. 15 The Regional Committee will consist of 14 members in the following manner:

- 1 President elected from any member organisation enjoying full rights from any country of the region.
- 4 Vice Presidents elected from any member organisation enjoying full rights; one for the sub-region Central America and one for the sub-region South America.

At least two of these five positions must be held by women.

- 6 regional posts distributed as follows: 3 for the sub-region Central America and 3 for the sub-region South America.

At least two of these six posts must be held by women.

Art. 16 No country or organisation may have more than one member on the Regional Committee.

Art. 17 The members of the Executive Committee of the Education International for the Region of Latin America will be members of the Regional Committee in their own right, included among the six regional posts established in Art. 15. They will be able to hold the positions of President or Vice President if the Regional Conference elects them to these positions in accordance with the electoral procedure as laid down in the present Regulations.

Art. 18 The General Secretary of the Education International or his representative will be a member of the Regional Committee in his own right, with the right to speak but without the right to vote.

Art. 19 The members of the Regional Committee will serve in their functions for the period intervening between the holding of two ordinary Regional Conferences.
They may be re-elected to the same position or to a different one for two additional periods.

Art. 20 The Regional Committee will meet once a year in the place determined by the Regional Committee itself.

If special circumstances occasion a change of venue, the resolution will be taken by correspondence with a vote in favour by at least 8 of its members.

Art. 21 Parts E and H of Art. 10 of the EI Statutes are applicable to the Regional Committee.

Art. 22 It is the duty of the President of the Regional Committee, or one of the Vice Presidents in his absence, to:

i. Chair the Regional Conference.

ii. Chair the meetings of the Regional Committee.

iii. Call the ordinary or extraordinary Regional Conferences together with the General Secretary of the Education International.

Art. 23 The resolutions of the Regional Committee will be taken by a majority of votes.

Art. 24 The Principal Coordinator of the EI for the Region will be the Secretary of the Regional Committee of the EILA.

CHAPTER III
FINANCE AND ADMINISTRATION

Art. 25 The funds of the EILA will be constituted in the following manner:

iv. The budgetary sum allocated by the EI and approved by the World Congress for the functioning of the Region.

v. The additional dues to be collected from the member organisations as approved by the Regional Conference.

In no case may the additional dues exceed the affiliation dues paid by each member organisation to the EI by more than 25%.

CHAPTER IV
ELECTORAL PROCEDURE

Art. 26 The Regional Conference will elect an Electoral Committee composed of at least 5 members, in which the sub-regions of the EILA are represented.

The duties of the Electoral Committee are:

vi. To ensure that the elections are held in a correct manner and that the present Regulations are strictly adhered to.

vii. To inform the Regional Conference of the result of the elections and to declare the election result for each position.

Art. 27 The holding of the elections of the Regional Committee will take place in accordance with the following rules:

viii. The candidates for the positions of President and Vice President will be presented in writing to the Principal Coordinator of the EI by at least 4 organisations including their own organisation. The candidacies and the signed declaration of proposals must be submitted at least four months before the opening date of the Regional Conference.

ix. The names of the candidates for the positions of President and Vice President will be submitted to the member organisations at least two months before the opening date of the Regional Conference.

x. If no more than one candidate is proposed for the positions of President and Vice President for each sub-region, no elections will be held and the Electoral Committee will declare the election result at the Regional Conference.

xi. The candidates for the other positions on the Regional Executive Committee must be presented in writing to the Principal Coordinator of the EI by at least two organisations including their own organisation on the opening day of the Regional Conference.

xii. If there are no other candidates apart from those who are elected for each sub-region, no elections will be held and the Electoral Committee will declare the election result.

xiii. If it is necessary to hold elections, the same will be held separately for the positions of President, Vice President and the other members of the Regional Committee.

xiv. Before the elections, each delegation should receive a copy of the report of the Credentials Committee stipulating the number of votes granted to each organisations and the representations by virtue of size.

xv. The elections will be held by secret ballot. The Conference programme will specify the period in which each election will be held.

xvi. The election ballots will contain the surnames of the candidates in alphabetical order. Each Head of Delegation will receive from the Electoral Committee the number of ballots as indicated by the report of the Credentials Committee.

xvii. Votes may be cast for the number of candidates equal to the number of positions to be filled. A ballot containing more or less votes for candidates than positions will be declared null and void.

xviii. Half plus one of the total of votes to be cast will be required for the election of the President and Vice President. The other positions will be chosen by a simple majority.

xix. If there is a tie in any of the contests, a second round will be organised for the candidates with the most votes. If necessary, successive elections may be held in order to obtain the number of votes required to declare the election result.

CHAPTER V
INTERPRETATION, AMENDMENTS AND VALIDITY

Art. 28 In case of doubt, the interpretation of the present Regulations will be the responsibility of the Regional Committee.

Art. 29 Proposals for amendments to the present Regulations will be presented to the Principal Coordinator in writing at least six months before the opening date of the Regional Conference. The proposals for amendments and the explanatory texts considered relevant will be submitted to the member organisations at least three months before the opening date of the Regional Conference.

Art. 30 The amendments will be adopted if the Regional Conference approves them with at least half plus one of the votes cast.

Art. 31 In the event of a discrepancy between the provisions of the present Regulations and those of the Education International, the provisions laid down in the statutes and Regulations of the Education International will take precedence.

Art. 32 The present Regulations will come into force as from the date of their approval by the Regional Conference and the Executive Committee of the Education International.

Country List by Region

AFRICA

Bénin
Botswana
Burkina Faso
Burundi
Cape Verde
Central African Republic
Chad
Congo
Côte d'Ivoire
Egypt
Ethiopia
Gabon
Gambia
Ghana
Guinea
Guinea Bissau
Kenya
Lesotho
Liberia
Malawi
Mali
Mauritius
Morocco
Mozambique
Namibia
Niger
Nigeria
Rwanda
Sénégal
Sierra Leone
South Africa
Swaziland
Tanzania
Togo
Tunisia
Uganda
Zaire
Zambia
Zimbabwe

ASIA & PACIFIC

Australia
Bangladesh
Brunei
Cook Islands
Fiji
Hong Kong
India
Indonesia
Japan
Kiribati
Malaysia
Nepal
NewCaledonia
New Zealand
Pakistan
Papua New Guinea
Philippines
Republic of Korea
Singapore
Solomon Islands
Sri Lanka
Taiwan
Thailand
Tonga
Tuvalu
Vanuatu
Western Samoa

EUROPE

Albania
Austria
Belgium
Bulgaria
Croatia
Cyprus
Czech Republic
Denmark
Estonia
Faroe Islands
Finland
France
Germany
Greece
Hungary
Iceland
Ireland
Israel
Italy
Latvia
Lithuania
Luxemburg
Malta
Netherlands
Norway
Poland
Portugal
Romania
Russia
Slovakia
Slovenia
Spain
Sweden
Switzerland
Turkey
United Kingdom
Yugoslavia

NORTH AMERICA & CARIBBEAN

Anguilla
Antigua and Barbuda
Bahamas
Barbados
Belize
Bermuda
British Virgin Islands
Canada
Dominica
Grenada
Guyana
Haiti
Jamaica
Montserrat
St. Lucia
St. Kitts and Nevis
Surinam
Trinidad and Tobago
United States of America

LATIN AMERICA

Argentina
Brazil
Chile
Colombia
Costa Rica
Curaçao
Dominican Republic
Ecuador
El Salvador
Guatemala
Honduras
Mexico
Nicaragua
Panama
Paraguay
Peru
Uruguay
Venezuela

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